

BOARD OF DIRECTORS – ACTION SUMMARY

Wednesday, August 9, 2006 – 6:00 p.m.

**Administration Building
2101 Hurley Way, Sacramento, CA**

CALL TO ORDER

The meeting was called to order by President Engellenner. Board Members present: Duveneck, Engellenner, Granados, Jones, Kelly, Lawson, Trujillo, Valley. Director Goold, absent. Staff: Fire Chief Mette, General Counsel Margarita, Board Clerk Tilson.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Friday, August 11 at 9:00 a.m. and Monday, August 14 at 6:00 p.m. on Channel 14; Webcast at www.sacmetroable.tv. A VHS copy is also available for checkout from any library branch.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

None.

CONSENT AGENDA:

1. Board Meeting Action Summary—July 26, 2006

Director Lawson clarified for Director Duveneck that his comment on a policy for use of helicopters pertained to reckless acts of behavior by civilians and not staff, citing two different examples.

- **Board Action:**
Granados/Lawson—approve the consent Agenda. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Valley, AYE. Director Goold, absent. Motion carried.

ACTION ITEM(S) None**1. Appoint Alternate Representative to the Governing Board of the Sacramento Regional Fire/EMS Communications Center—(Engellenner)**

- Communications Center representative Director Valley felt it appropriate to have a chief officer as the alternate. Director Engellenner currently serves as the alternate and had no disagreement.
- Fire Chief Mette recommended Deputy Chief Jim Ritter as the alternate.

- **Board Action:**

Jones/Duveneck—approve the appointment of Deputy Chief Ritter as the District alternate on the Communications Center Governing Board. Directors Duveneck, Engellenner, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Director Goold, absent. Motion carried.

2. Resolution No. 32-06 – Collection of Special Tax-Rancho Murieta/Sloughhouse—(Baltzell)

- In the November 2000 election, the residents of the Rancho Murieta/Sloughhouse area voted in favor of a \$100 per parcel special tax to help pay for fire protection, prevention, and training services in their community. A figure of \$550,000 in estimated revenues was incorporated in calculations used for developing the 2006/07 Preliminary Budget.
- By code, the County Assessor cannot levy nor collect the District's Special Fire Tax in the Rancho Murieta/Sloughhouse area without formal annual authorization from the District.
- Director Duveneck inquired about the actual costs to provide the fire service and training on an annual basis. Possibly consider an increase if needed to cover actual costs.

Fire Chief Mette stated an engine company costs approximately \$1.2 million per year, roughly \$2 million overall. A breakdown can be provided for the next meeting.

- Staff recommends adoption of the resolution authorizing the County Assessor to incorporate the District's Special Fire Tax in the Rancho Murieta/Sloughhouse area with the 2006/2007 Sacramento County property tax levy and to collect the funds.

- **Board Action:**
Kelly/Granados—approve the staff recommendation and adopt the Resolution. Directors Duveneck, Engellenner, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Director Goold, absent. Motion carried.

3. Position Authorization Document—(Mette/Junn)

- The Finance Committee at its meeting on July 12, 2006, referred the document to the full Board with a recommendation for approval.
- A three-page staff report with attached Position Authorization Document was submitted, detailing the 22 proposed positions approved by the Board.
- Charmie Junn stated the Position Authorization Document presented is a modified format with no change in authorized positions. It now contains four columns to designate authorized positions, proposed positions, modified authorized positions, and filled positions. Total number of personnel approved by the Board for the 2006/2007 budget is 786 which includes the 22 proposed positions.
- Director Granados stated at the Finance Committee meeting, the cost for personnel is 77.8% of the total 2006/2007 budget.
- Director Jones proposed an amendment to the motion to separate out the position of Associate General Counsel until there is a review of the job description and classification studies in terms of salary scale and benefits.

Makers of the motion did not accept the proposed amendment.

Board President Engellenner called for a vote on the motion.

- **Board Action:**
Granados/Lawson—approve the staffing document as proposed. Directors Engellenner, Granados, Kelly, Lawson, Trujillo, Valley, AYE. Directors Duveneck, Jones, NO. Director Goold, absent. Motion carried.

Board President Engellenner asked the Board Clerk to get together with Director Jones on this issue prior to the next meeting.

PRESENTATION ITEM(S)**1. Update on Anatolia Fire Station—(Sponable/Mette)**

- A three-page staff report on the Station 68 update was submitted with an attached map outlining the planned street development in Rancho Cordova.
- Fire Chief Mette stated at a previous meeting [July 12, 2006], the Board was briefed on a possible joint project with the Rancho Cordova Park District in the Anatolia area. The Park District Board voted down the proposal.

The District is moving ahead with the temporary station at Anatolia Drive, south of Chrysanthy Drive. Information on the future response characteristics concerning the permanent Station 68 site has surfaced creating a need to reevaluate the suitability of this location.

- Captain Bill Sponable, Economic Development and Planning, presented an update on the temporary and permanent site. Construction on the temporary station to begin in two to three weeks with an anticipated completion date in November 2006.

PowerPoint presentation illustrated among other things:

- Current map of the area versus 2002 area view.
- Residential development.
- Outlined six preferred sites of the Economic Development and Planning (EDP) in the Sunrise/south side of Douglas area.
- Impassable wetlands combined with the Folsom South canal as a barrier make the current site untenable to locating a 50+ year fire station on this property. Road infrastructure is common to all our stations and is critical to response time.

In summary, temporary Station 68 to open in November 2006; superior site to be located prior to December 2006 and initiate the permitting and building process in 2007; contacted the International Association of Firefighters to have a response study done in some of our areas throughout the district.

Discussion

- A Medic unit will be located in the permanent station 68.
 - Obligation to provide optimal fire station locations for the best response time. Station 68 will be the first in this area. The Sunrise/Douglas/Grant Line/Keifer/Jaeger region will likely include a minimum of three future fire stations.
 - Sacramento County would not support a canal crossing at Chrysanthy Drive and Sunrise Boulevard for better access, causing reevaluation of the current Station 68 site.
 - Meeting with developers on sites; eminent domain a consideration for public safety reasons if no resolve with developers; need to meet with the County on a station site in South Mather; continuing to work with the Park District on partnering.
 - Jaeger Road and Chrysanthy Boulevard is the best location for the first fire station. Development will drive future site location.
- **Board Action:**
General consensus in support of locating the station in an area with the best response time to provide the best service to the community.

PRESIDENT'S REPORT—(Engellenner)

- Special Board meeting will be held on Friday, August 11, 2006 at 8:00 a.m. to hear an appeal from a terminated employee.
- Extended heartfelt condolences to General Counsel Margarita and his wife on the passing of her mother last Monday.

FIRE CHIEF'S REPORT—(Mette)

- August 18, 2006 – Station 32 Neighbor Appreciation Dinner, 5:00 – 8:00 p.m.
- Ethics Training – Memo in Board packet. In-house class will be conducted at a date to be determined.
- Copter 1 was requested by CDF on an OES assignment to the Redding area. District will be reimbursed for the time. Returned today.
- Community Services Division transported children to the Burn Camp being held this week at Lake Tahoe. Children came from all over the state and will return on Saturday.

- August 21, 2006 –Firefighter Academy starts. There were 11 people off the old list. Completed the new Firefighter test. Anticipate placement of 9 laterals into the academy in September.
- Helicopter issue is still being investigated. Full report to be presented following fact finding.

President Engellenner stated he and Director Lawson went out to Station 115 at McClellan Park. There were only four helicopters instead of six in the hangar. Requested information on the location of the other two.

Fire Chief Mette stated one frame is in Delano at the San Joaquin Helicopter facility. Alameda County received the other frame for its startup program.

President Engellenner stated the Board of Directors never declared the helicopter frame in Alameda County as surplus and they are in possession of stolen property. He requested information on who authorized and paid for the transport to Alameda County.

Director Lawson voiced additional concern with usable aircraft parts of value lying around and not properly inventoried. These assets need to be identified and moved into either surplus or an inventory bank. He expressed total support of the helicopter program but questioned who was responsible for the transition of those inventories that apparently left this community.

Director Trujillo stated the Bee article disturbed him because they obviously have more knowledge of what we are paying than the Board, but agreed that the helicopter is a great service to the community. He saw the helicopter that was reported as parts but only the top rotor and the back propeller were missing. He questioned ownership of the four boxes of motors with Placer County Sheriffs' labels. Expressed concern with personnel in a used helicopter and maybe we should have bought a new one with the money already spent. When this investigation is over, those responsible for any deception should receive harsh treatment and action from the Fire Chief.

Director Duveneck supported a need to have inventory control as a first priority to facilitate some decisions.

Director Valley agreed with the need to maintain a good inventory. Recommended the Fire Chief be allowed time to get the inventory and information together.

Director Jones expressed full confidence in Fire Chief Mette who is doing the inventory and assessing the complexities that are part of an aviation program.

GENERAL COUNSEL'S REPORT—(Margarita)

- An inventory of the parts and serial numbers in the warehouse/hangar has been done as a result of the discovery of the helicopter.

Director Lawson expressed his appreciation for the efforts of the Fire Chief and General Counsel in unraveling this but the Board would like to resolve the issue as soon as possible.

- Relative to the Position Authorization Document, he addressed some of the comments. A motion was on the table with a proposed amendment by Director Jones, which was rejected by Directors Granados and Lawson. For the record, the prevailing vote was 6 – 2 and it was adopted in its entirety.

Following some discussion, Director Jones stated her concern was not having the job description, job classification, salaries and benefits, but further discussion can be had on this issue.

Fire Chief Mette stated this would be brought forward.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(Engellenner)**

- Next meeting: TBA

Communications Center Delegate—(Valley)

- Next Meeting: August 29, 2006 – 10:30 AM

California Fire & Rescue Training Authority—(Goold)

- Next meeting: August 23, 2006 – 1:30 PM

Finance Committee—(Kelly)

- Received presentation on today's meeting. A recommendation on the collection of data on the fuel policy will be brought to the Policy Committee.
- Next meeting: September 13, 2006 – 5:00 p.m.

Policy Committee—(Lawson)

- Next meeting: August 23, 2006 – 5:00 p.m.
- Cost recovery policy anticipated at next meeting along with the informal/formal/bid contracting policy.

PUBLIC COMMENT:

- Captain Pat Monahan, representing Sacramento Firefighters Local 522, touched on two items.
 - Concurred with President Engellenner on the helicopter. Appreciated the hiring of Fire Chief Mette and General Counsel Margarita and emphasized that they did not partake in the previous deception of any programs. Urged patience on the part of the Board to allow them to bring out the facts and clean up the issue.
 - Financial status of the District – previous administrator said their contract would break the District and cause shutdown of services. The true facts show that the 1000 Account [Salaries and Benefits] is coming in under budget and rolling over \$1.48 million. This account encompasses all District employees, and not just Local 522 members.

The 1000 Account equates to approximately 78% of the total budget. Absent the Reserves of \$25.6 million, approximately \$7.5 million is left in this year's budget.

Thanked Fire Chief Mette, senior staff, and the Board for ensuring that the District remain fiscally sound.

BOARD MEMBER QUESTIONS AND COMMENTS:**Duveneck:**

- Reminded Fire Chief Mette of previous discussion on response times at the new development but maybe we can track some of our existing stations also with a quarterly report.
- Toured Station 107. It is beautiful and inquired about the projected opening date. Suggested an open house with hot dogs and balloons for the children.

Fire Chief Mette stated some delay has resulted from a need to tear up and replace some of the cement work behind the station. Anticipate end of September.

- Also concerned with the helicopter program over the last years. Would like to track how many times we go out of our District, who is provided service/how often, any reciprocity, labor and other associated costs. In favor of a resource for knocking fires down fast and mutual aid but that implies both ways.

Fire Chief Mette stated something could be put together.

Trujillo:

- Thanked the men and women of the fire service who do a fantastic job in service to the community in spite of the heat, with a lot of grass fires.
- Thanked staff for their presentation tonight.
- Assured Fire Chief Mette of his support. He knows the investigation is going on but expects individuals who have misled the Board to be dealt with very harshly. Concerned with the hours his team is putting in.
- Expressed his condolences and sympathy to the Margarita family in the passing of his mother-in-law.

Valley:

- Commented on the helicopter—each instance is different. Confident that the Fire Chief can make the judgment on use of the helicopter. Asked the Board to go on record in support of the Fire Chief being in charge.

Jones:

- Requested clarification that the adoption of the additional firefighter positions will cover an additional medic to be placed temporarily at Station 66 and housed at Station 68.

Fire Chief Mette stated that is correct.

- Thanked Charmie Junn for the information on the recent applicant pool. Need to stay on top to cover occurring vacancies and full-time employees for the additional fire stations.
- Inquired about status of the Annual Report.

Fire Chief Mette stated currently in the process of streamlining the volume of material received.

Kelly:

- It has been almost one year since this District went through some changes. Expressed appreciation to Fire Chief Mette and staff for the solid leadership provided to this District.

Lawson:

- Expressed his condolences to the Margarita family.
- His only concern on a cost recovery policy is to determine fault and let the public know we are trying to protect the interest of equipment and the safety of our staff. Firefighters will continue to respond to all incidences as trained and to render service.
- Echoed support of Fire Chief Mette, General Counsel Margarita, and staff. Strong leadership has surfaced and he is proud to serve as a Director.
- Theresa Whitcomb gave a great report.

Granados:

- Reviewed the budget today and it is substantially below forecasted expenditures. Salaries and Benefits at 78%; \$7.5 million roll over; growth factor at 15%.
- Will request at the next meeting to attend the Fire Station Workshop in Dallas as part of the International Association of Fire Chiefs.
- Classification of several of our programs in the budget does not state the specific use. Fire Chief Mette and Acting Finance Director Whitcomb are working to correct this.

Requested Board Clerk Tilson send copies of Ms. Whitcomb's memo on Fixed Assets to the Board.

- Expressed his full support of Fire Chief Mette.

ADJOURNMENT – Meeting adjourned at 7:45 p.m.

H. Peter Engellenner, President

Ray Trujillo, Secretary

Charlotte Tilson, Clerk of the Board